



2010 Summer Internship

Criminal Division

Office of Enforcement Operations

U.S. Department of Justice, Washington, DC

### International Prisoner Transfer Unit

The International Prisoner Transfer Unit (IPTU) is a component of the Office of Enforcement Operations of the Criminal Division of the United States Department of Justice. In existence since 1977, the International Prisoner Transfer Program operates pursuant to federal law and the international transfer treaties that the United States has with more than 70 countries. Although the program was originally conceived as a way of returning American citizens who were serving sentences in foreign prisons to complete the service of their sentences in the United States, the current focus of the program is on evaluating applications from foreign nationals who are incarcerated in the United States and who want to return to their home countries to serve the time remaining on their United States sentence. Most of these prisoners are in federal prisons but a significant number are confined in state prisons. The requests to transfer can originate from the foreign government (from the Ministry of Justice or through the Embassy or Consulate) or from the prisoner. As the central authority for international prisoner transfer, the IPTU processes and evaluates each transfer application to determine whether the proposed transfer satisfies the criteria of the relevant treaty, promotes the rehabilitation of the applicant and is otherwise in the national interest of the United States. The IPTU web site provides more information about the transfer process. [www.usdoj.gov/criminal/oeo/](http://www.usdoj.gov/criminal/oeo/)

Law student interns are assigned cases to review, evaluate and prepare recommendation memoranda to the final decision-maker addressing whether the application should be approved or denied. This work would be under the guidance and supervision of our attorneys. To permit a thorough consideration of the transfer request, the intern is required to contact and obtain the views of the prosecuting Assistant United States Attorney and the various law enforcement agencies involved in the case. Contact with personnel in federal prisons and with the prisoner's legal representative may also be necessary. Interns also review and respond to correspondence from states, foreign governments, prisoners, and members of Congress and may be asked to assist in special projects that may arise. The IPTU conducts periodic meetings with other government agencies including the State Department, and with representatives from foreign governments. Interns assist in preparing for these meetings and often attend.

#### REQUIREMENTS:

All applicants must be U.S. citizens and currently enrolled in law school. Because interns will be reviewing sensitive documents such as pre-sentence investigation reports and confidential information from law enforcement or intelligence agencies it will be necessary for them to obtain a security

clearance. The security background check requires a fingerprint submission and takes two to three months. Any offer is contingent upon clearing the background investigation.

The IPTU will have approximately four to six volunteer internships positions available. The applicant must have a strong academic background, excellent writing skills, and mature judgment. Additionally, we are looking for applicants who have studied foreign languages or have international experience, though neither background is essential for the internship. The application deadline in which to submit a cover letter, resume, transcript and writing sample is **January 15, 2010**. All applicants considered will require an in-person interview and interviews are scheduled on a rolling basis beginning as early as December 1, thus early submission of applications is encouraged. Interviews may be scheduled at or near your school or you may be requested to come to Washington. The internship will last 11 weeks and typically starts the day after Memorial Day.

The hours of our office are 8:00 a.m. to 6:30 p.m. Since interviewing, completing a background investigation and training an intern consumes a considerable amount of resources, we insist that all interns work a full 40 hour week (not including federal holidays). The internship positions are unfunded and are highly competitive. We are located three blocks from the White House at New York Avenue and 13<sup>th</sup> Street NW and close to Metro Center. During the summer, the Department of Justice offers a comprehensive internship program with opportunities to attend lectures and presentations that relate to the spectrum of issues that the Department handles.

Interested students are invited to send a cover letter, resume, writing sample and copy of the most recent transcript to:

Richard K. Preston, Deputy Chief  
International Prisoner Transfer Unit, OEO  
U.S. Department of Justice, Criminal Division  
1301 New York Ave, NW, 12<sup>th</sup> Floor JCK Building  
Washington, DC 20530

We can review resumes sent by fax or email. Please call Richard Preston, the attorney supervising the internship program for the IPTU, at 202-353-7540, or email him at [richard.preston@usdoj.gov](mailto:richard.preston@usdoj.gov), if you have any questions. Thank you.

The U.S. Department of Justice is an Equal Opportunity, Reasonable Accommodation Employer.